Chevy Chase Village
5906 Connecticut Avenue
Chevy Chase, MD 20815

E-mail Addresses Needed

Chevy Chase Village Office
5906 Connecticut Avenue
Chevy Chase, MD 20815

Chevy Chase Village Resident Directory Updates

The Village Office is updating the Village Directory for 2009. This self-addressed form is provided as a convenience to you and to better ensure that the information published is accurate.

The Village directory is distributed to Village residents only. The phone numbers published are received by authorization of the resident or are available in the Verizon Montgomery County White Pages or through Directory Assistance. Names in the Directory are listed in alphabetical order by surname and, where requested, spouses are also listed by surname. (See the sample formats inside.) A second section of the directory lists residents in numerical order by street address.

Please complete the form on the back of this flyer according to the instructions and return it to the Village office. Every year, forms are returned without an address; therefore, the listing cannot be corrected. The first distribution of the 2009 Directory will be at the Chevy Chase Village Annual Meeting on Monday evening, April 20, 2009. After that date, you may collect your copy at the Village Office.

This year we are emphasizing e-mail addresses. Having an e-mail address to notify residents not only saves time and money, it also saves trees and let's the office get you important information quickly and conveniently. Please be sure to submit at least one email address per household. Space is provided for two (2) listings. We ask that e-mail addresses are provided only for adults in the household. No children's e-mail address will be listed. That e-mail addresses are of varying lengths dictates that they be listed in one location only-with the numerical street addresses.

The cutoff date for receiving updates is March 19, 2009.

Alphabetical <u>Single</u> Surname/Single Address   Format 1

Last Name	First, MI	Address		Home Phone(s)	Work/Day
Smith	John C.	5906 Connecticut Avenue		654-7300	301-907-9721
	Jane S.			654-7302	202-555-5555

Address	Last Name	First, MI	Home Phone(s)	Work/Day
5906 Connecticut Avenue	Smith	John C.	654-7300	301-907-9721
		Jane S.	654-7302	202-555-5555
		jcsmith@aol.com		jssmith@aol.com

Alphabetical <u>Dual</u> Surname/Single Address   Format 2

Last Name	First, MI	Address		Home Phone(s)	Work/Day
Sample	Jane M.	5906 Connecticut Avenue		654-7302	202-555-5555
	John C. Smith			654-7300	301-907-9021
Smith	John C.	5906 Connecticut Avenue		654-7300	301-907-9721
	Jane M. Sample			654-7302	202-555-5555

Address	Last Name	First, MI	Home Phone(s)	Work/Day
5906 Connecticut Avenue	Smith	John C.	654-7300	301-907-9271
		Jane M. Sample	654-7302	202-555-5555
		jcsmith@aol.com		jssmith@aol.com

The Village's NO SOLICITORS LIST is being redone.
If you want your address included on the list, you must check this box: ☐

****If the listing in the <u>2008 Directory</u> is correct, fill in the address portion only.**

** _____

Street Address

(Include prefixes such as Dr. or Hon., or suffixes such as Ph.D., Ret., Jr., etc, if desired.)

Please Circle Your Preferred **Format**
1   2

_____
Last Name   First Name(s) and Initial(s)

_____
If Format #2 – Spouse's Surname, First name and Initial(s)

_____   _____   _____
Home #1   Work/Day #1   E-mail #1

_____   _____   _____
Home #2   Work/Day #2   E-mail #2

To be included in the following, please check the box and specify which email to notify:

Email for Emergency Notifications: Email #1 ☐   Email #2 ☐   or
(Communications Center Access for Emergencies Only)   Other _____

Police Chief Gordon's Crime Alert Email List: Email #1 ☐   Email #2 ☐

The Committee on Children, Youth & Families: Email #1 ☐   Email #2 ☐

The *Crier* Newsletter: Email #1 ☐   Email #2 ☐

Contact for General Updates, Notices or Announcements   Email #1 ☐   Email #2 ☐

Please check here if you have moved into the Village within the last 12 months.   ☐